



HAMPTON NEIGHBORHOOD COMMISSION

Neighborhood Commission
Monday, July 13, 2015— 5:00-6:30PM
Community Development Conference Room

*BE A GREAT NEIGHBOR - ENGAGE OUR NEIGHBORHOODS - ENCOURAGE NEIGHBORHOODS
TO BE GREAT PLACES - BE A CONDUIT BETWEEN OUR NEIGHBORHOODS AND OUR CITY - KEEP
NEIGHBORHOOD LEADERS INFORMED - HELP GUIDE NEIGHBORHOOD LEADERS IN REACHING THEIR GOALS -
ENCOURAGE NEIGHBOR ENGAGEMENT WITHIN THEIR NEIGHBORHOODS AND CITY*

District Representatives:

District One
David Duxbury
District Two
Pam Croom
District Three
Vacant
District Four
Sandra Medina
District Five
Patricia Parker
District Six
Alice Callahan
District Seven
Sally Lazorchak
District Eight
Brandy Marteney
District Nine
Vacant
District Ten
Vacant

School Representative:

Ann Bane

City Representatives:

Anthony Reyes
Maj. Ronald Davis
Steve Bond

Institutional Representatives:

Henry Mills
Kathy Johnson
Steven Edwards, Chair

At-Large Representatives:

Peggy Todd, Chair-Elect
Barbara Franklin

Youth Representatives:

Sonya Medina
Vacant

Executive Director:

Jonathan E. McBride

c/o Housing & Neighborhood
Services Division
22 Lincoln Street
Hampton, VA 23669-3591

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[www.hampton.gov/
neighborhoods](http://www.hampton.gov/neighborhoods)

- I. **Opening**
 - A. Roll Call and Verification of Quorum
 - B. Pledge of Allegiance
 - C. Review and Approve minutes of the June 8, 2015 Meeting
 - D. Chair Announcements
- II. **Director's Report**
- III. **Items to be Presented by Public**
- IV. **Briefings**
 - A. Special Event Update
 - B. 20TH Anniversary of the Hampton Youth Commission
- V. **Action Items (Voting items)**
- VI. **Dialogue (Ongoing/Old Business)**
 - A. Strategic Issues Update
 1. Hampton Neighborhood College—NSP
 - a. Hampton 201 (July)
 - b. Hampton 101 (Oct/Nov)
 2. Meet & Greet (Nov) - CivCom
 3. Home Repair Blitz (Oct) - CAPI
 - B. Committee Status Reports on Work Plan Progress
 1. Nominating Committee
 2. Community Appearance, Pride & Image Committee
 - a. Grants Approved:
 1. NICC Founder's Day CAP Grant
 3. Youth Committee
 4. Civic Communications Committee
 - a. Safety Fair (Aug 1)
 5. Neighborhood-School Partnerships Committee
 - a. Phoebus Community's On-Time Graduation Initiative
- VII. **Items by Commissioners**

The next Hampton Neighborhood Commission meeting will be held on August 10, 2015, at 5 pm in the Community Development Conference Room, 5th Floor - 22 Lincoln Street

Protocol for Public Input at Neighborhood Commission Meetings:

Hampton Neighborhood Commission meetings are open to the public. The public is invited to attend meetings and to observe the work and deliberations of the Neighborhood Commission. The public may also address the Neighborhood Commission during the agenda item "Items to be Presented by the Public" by signing up to speak. The sign-up sheet will be available to the public until the agenda item "Items to be Presented by the Public" is reached in the course of the meeting. Speakers will be recognized in the order in which they sign up and are asked to limit their comments to 5 minutes.



MEETING DATE: July 13, 2015

HAMPTON NEIGHBORHOOD COMMISSION AGENDA REVIEW

People. Partnerships. Possibilities!

Preparer: <u>J. Bryson</u>	Reviewer: <u>J. McBride</u>	Presenter: <u>Alison Alexander</u>
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SUBJECT: Special Event Permit Briefing

AGENDA ITEM: IV. A

ACTION REQUESTED: None

BACKGROUND STATEMENT: Alison Alexander, City Planner, will give a briefing on the special event permit and the advances to make it viable for small events.

Currently any event that takes place on public property within the jurisdiction of the City of Hampton and is open to the public requires a "Special Event Permit." The context of the permit was designed to accommodate large events and hasn't accounted for smaller events. The Community Development Department in partnership with the Hampton Police Department and Hampton Parks and Recreation are working to improve the process to meet the needs of smaller events as well.

NEXT STEPS: NA

ADDITIONAL REFERENCE MATERIALS ENCLOSED:

COMMITTEE RECOMMENDATIONS: NA



People. Partnerships. Possibilities!

MEETING DATE: July 13, 2015

HAMPTON NEIGHBORHOOD COMMISSION AGENDA REVIEW

Preparer: J. Bryson

Reviewer: J. McBride

Presenter: Terry O'Neill

SUBJECT: 20th Anniversary of the Hampton Youth Commission Briefing

AGENDA ITEM: IV. B

ACTION REQUESTED: None

BACKGROUND STATEMENT: Terry O'Neill, Community Development Director, will be giving a briefing on the 20th Anniversary of the Hampton Youth Commission.

The Hampton Youth Commission, established in 1997, is one of the numerous initiatives implemented by the City of Hampton to support youth engagement in the community. The Hampton Youth Commission is comprised of youth Commissioners who involve youth in their policy making, participate in projects that have a long term impact on the City of Hampton, and create shared leadership roles in partnership with adult community leaders. Young people who participate in the Hampton Youth Commission have the opportunity to participate in activities that contribute to the entire community and influence decision making. The Hampton Youth Commission is also charged with maintaining and implementing the Youth Component of the City of Hampton Community Plan.

The Hampton Youth Commission is celebrating a 20 year legacy of youth civic engagement and leadership development in Hampton city government. On December 27th they will be having their 20th Anniversary Celebration. This event will be held at the Hampton Roads Convention Center and they are inviting all former Youth Planners, NYAB members and Hampton Youth Commissioners to help share the history and accomplishments of the last 20 years.

NEXT STEPS: NA

ADDITIONAL REFERENCE MATERIALS ENCLOSED:

COMMITTEE RECOMMENDATIONS: NA

MINUTES

Hampton Neighborhood Commission Meeting Community Development Department

June 8, 2015
Time 5:00 – 6:20PM

Present

Ann Bane, School Rep.
Alice Callahan, District 6
Pamela Croom, District 2
David Duxbury, District 1
Steven Edwards, Chair
Kathy Johnson, Institutional Rep.
Sally Lazorchak, District 7
Brandy Marteney, District 8
Sandra Medina, District 4
Henry Mills, Institutional Rep.
Anthony Reyes, City Rep.
Peggy Todd, Chair-Elect, At-Large Rep.

Jonathan McBride, Executive Director
Jasmine Bryson, Coordinator
Dorinda Weeks, Recording Secretary

Absent

Steve Bond, City Rep.
Ron Davis, City Rep.
Barbara Franklin, Public Relations Rep.
Chris Henderson, District 3
Sonya Medina, Youth Rep
Patricia Parker, District 5
Rhonda Woods, District 9

Guest

I. Opening

Call to Order

The meeting was called to order at 5:00pm.

A. Roll Call and Verification of Quorum

Quorum verified.

B. Pledge of Allegiance

C. Review and Approve minutes of the April 13, 2015 Meeting

The Chair asked for consideration of the minutes for the April 13, 2015 Neighborhood Commission meeting. Henry Mills made a motion to approve the minutes. Alice Callahan seconded the motion. The Chair called for a vote.

Chair voiced, "All in favor please say aye." Response, "aye."

Chair voiced, "Opposed?" Response – none.

Minutes approved.

D. Chair Announcements

- Rhonda Woods has sent in letter of resignation from the Neighborhood Commission and names have been submitted for nominations for her district. The Nominating Committee will be meeting after this to discuss it further.
- Also it was announced will be stepping down from his position as Public Works Director and will be officially leaving on July 17th, to pursue his a new job opportunity in Florida, so he can have more time to spend with his family.

II. Director's Report

The Director reported:

- The budget was adopted in May. City Council added \$100,000 in the CIP for Neighborhood Grant for next year projects.
- The funds have been expended for the grant that is coming in tonight and those that have been approved for this year.
- September is the deadline for fiscal year projects and start working now on neighbor event projects.
- Coliseum Master Plan update is scheduled for June 25.

III. Items to be Presented by Public –

None

IV. Briefings

A. Listening Tour Update – Shellae

- The focus of the Listening Tours is on the residents' perception of feeling safe in their neighborhood. The plan is to hear from residents from the targeted safe and clean areas on:
 - What their perception is on safety in their particular neighborhood?
 - Whether they felt safe or not and why?
 - What they like/do not like about their neighborhood?
 - What needs to change in their neighborhood to help them feel safe?
 - What are they willing to do as a neighbor to help bring about those changes
 - There will be a couple of questions asked about the services of Police and Fire.
- There were 34 trained citizens and staff as well as 10 trained young people.
- Suggested venues for the Listening Tours are in District 3, 4, 7, 8 & 9. Some neighborhood groups have mentioned where they would rather have their listening tours.
- Neighborhood Commissioners agreed to assist in the outreach and engagement. The roles to consider as a Commissioner in this Listening Tour would be:
 - Start outreaching and engaging residents to participate in Learning/Listening Tours in targeted neighborhoods.
 - Work with your staff person that is assigned to the targeted neighborhoods to establish a date, time, and venue to hold Listening Tours if venue has not been confirmed and to recruit neighbors to participate in the tours.

- After the tour is scheduled and venue is confirmed, facilitators, recorders and listeners will be assigned to each scheduled tour.
- Shellae will create a calendar of Listening Tours dates be made available to the Commissioners when the dates, times and venues are confirmed.
- Districts are encouraged to pair up if your district is not included. Day, evening and weekend sessions are available. Listening Tours will average about 1-1 ½ hours with about 12-15 people participating.

V. Action Items (Voting Items)

A. Wesley United Methodist Church NIF Grant – Peggy/Jasmine
(Located in the Riverdale/Tide Mill/Machen Communities).

The Riverdale Recreation Association, Tide Mill/Machen Association and Hampton Special Education Advisory Committee has come together planned and designed a community playground area open to the public for 50-75 children ages 2-12 and equipment that can be utilized by special needs children. The playground will be fenced and installed on church property near the intersection of Tide Mill Lane and Armistead Avenue. The church currently has insurance from a previous playground they had and was open to the public. The church will be maintaining the equipment.

The Chair-Elect asked the Committee for approval of the Neighborhood Development Fund Program grant monies of \$72,000 to Wesley United Methodist Church to get the playground done. The Chair-Elect called for a vote.

Chair-Elect voiced, "All in favor please say aye." Response, "aye."

Chair-Elect voiced, "Opposed?" Response – none.

Motion carried.

VI. Dialogue (Ongoing/Old Business)

A. Strategic Issues Update

1. Hampton Neighborhood College
 - a. Hampton 201 (June/July)- Ann/Shellae
Hampton 201 kickoff has been postponed until July 9 or July 23. Since this event will require fast turnaround, when the date is confirmed assistance will be needed to spread the word.
2. Neighborhood Commission Meet & Greets - Shanel
 - a. Almost 50 attendees and 13 RNO's were recognized including Alcoa Howmet and Aberdeen Gardens. Next event will be in the fall.
3. Home Repair Blitz – Shanel/Jonathan
 - a. There were 16 homes done on May 2nd in the Dunbar Gardens area and the Boys & Girls Club.

b. Tentative date for the next Blitz is October 10th in the Lindsay/ Aberdeen area. We will start working on outreach for August and looking for sponsorships.

B. Committee Status Reports on Work Plan Progress

1. Nominating Community – Meets after this.
2. Community Appearance, Pride & Image Committee – No other updates.
3. Youth Committee – Shanel
 - o Boot camp scheduled end of this month and had interviews for Youth Planner and Youth Commissioner Positions.
4. Civic Communications – Sandra
 - o Moving forward on the RNO's Facebook group. Meets on Wednesday with Marketing.
 - o Interactive & Prevention Safety Fair is being held August 1, 2015 and looking for non-profit organizations that can contribute. Police Department and Fire Department will be participating. Booths are free. Meets next Wednesday.
5. Neighborhood-School Partnerships Committee- Ann
 - o New school superintendent named Dr. Jeffery Smith.
 - o Further discussion on having military roadshows as part of the Hampton 101. Langley AFB is interested in us taking the roadshow to them.
 - o Summer letter sent out to neighborhood groups reminding them when school begin ways neighborhoods can engage our schools and support our children.
 - o Next meeting June 15th.

Items by Commissioners

- Save the date cards are available for the State Neighborhood Conference in Norfolk
- Tide Mill Farms sign is up
- Community Day at Kecoughtan High School Fair was lots of fun.
- David Duxbury - Thanks to Terry, Jonathan and especially Marcie who helped in getting a place to put automobiles when it rains at Newmarket North. Terry mentioned there is a Dutch Dialogue that is going to take place in Downtown Norfolk and we were selected as one of two pilot projects in Hampton Roads for the Dutch to come and provide insight on flooding concerns. Project starts next Friday. If you are interested in listening, go to the City of Hampton website or type in Dutch Dialogue for more information.

- David – Met with the pool people and found out that getting reasonable pool insurance, buying the chemicals in bulk and pool upkeep has been challenging. David suggested next year put in the budget enough for eight pools so we could have a reserve instead of the pool folding because they do not have the funds to fix problem.
- The next free pool days starts June 16 thru June 21

C. Adjournment

The meeting adjourned at 6:20pm.

Next Meeting Date: July 13, 2015.

MINUTES

Hampton Neighborhood Commission Meeting
Community Development Conference Room
Executive Committee
June 22, 2015
Time 5:00-6:12pm

Present

Steve Bond – City Rep.
Alice Callahan – Chair of Nominating Committee
Steven Edwards – Chair
Barbara Franklin – Chair of Civic Communications Committee
Henry L. Mills, Institutional Rep.

Absent

Ann Bane – Chair of Neighborhood - School Partnership Committee
Peggy Todd – Chair-Elect

Staff

Jonathan McBride, Executive Director
Dorinda Weeks - Recording Secretary
Jasmine Bryson - Coordinator
Marcie Spragan - Housing & Neighborhood Services Staff
Shanel Lewis - Housing & Neighborhood Services Staff
Darren Robinson – Housing & Neighborhood Services Staff

Guests

None

Item #1

VA Statewide Neighborhood Conference - Jasmine

- Reviewed draft letter requesting funds through the Capacity Grant for the Hampton Neighborhood Commission, Hampton Youth Commission and the Registered Neighborhood Commission to attend the conference September 24-25, 2015 in Norfolk. Registration is \$75 (includes all conference activities including workshops, meals, receptions, and related activities). Registration deadline is September 4, 2015. Please review the letter and send response back to Jasmine with any changes by Wednesday afternoon.

Item #2

Phoebus Community On-time Graduation Initiative - Shanel

- Approached by Richard Golf who is working on a project to increase on-time graduation rate at Phoebus High School which is currently at 90% and pushing

for 100%. He wants to approach this from the community base perspective to include military, non-profit organizations, faith-based community and students to see what type of support they can offer to the school. He is also looking for funding and his goal is \$40,000.

Item #3

City Wide Interactive Crime Prevention and Safety Fair – Shanel/Barbara

- Safety Fair will be at Mill Point Park, August 1st from 10am-4pm. We will have a table at this event and Civic Communications will determine what areas of support from Neighborhood Commission and neighborhoods. Event funded out of Safe and Clean funds.

Item #4

Commission Fall Retreat Poll – Jasmine

- Do you want to have a fall retreat?

Answer: Yes, the Executive Committee would like to have another retreat, preferably in January since there will be new Commissioners and include more details on roles and listening skills. Jasmine will be sending out an email voting poll. The Executive Committee is in agreement with making this an annual event.

Item #5

Strategic Project Updates:

A. Hampton Neighborhood College – NSP - Darren

- Hampton 201- Scheduled kickoff date will be July 23, Thursday evenings and Saturday mornings with a focus on what a neighborhood leader needs to run a successful organization, partnering, networking, skill building, and introducing the neighborhood leaders to different resources in the community. Most speakers will be from the community and doing things that they will be able to partner with as well as other neighborhood leaders.
- Hampton 101- 2 sessions; one in November with a focus on realtors and late August or early September a special Hampton 101 for military only.

B. Neighborhood Commission Meet & Greets – CivCom - Barbara

- Will be discussed at next meeting.

C. Home Repair Blitz Update – CAPI - Shanel

- The next Blitz will be October 10 at Lindsay Middle School. More details to come on outreach schedule and team leaders.

Item #6

Committee Status Reports:

A. Civic Communications Committee – Barbara

- Sandra is working on the website and will be reviewed at their next meeting, also looking at other initiatives.

B. Community Appearance, Pride and Image Committee - Marcie

- New \$2000 grant for Newtown was approved for the Founders Day Event.

C. Neighborhood School Partnership - Darren

- Working on annual support letter that goes out to neighborhood associations in August and January letting them know there is a need in schools for supplies and clothes.

D. Nominating Committee – Alice

- Letter put together with a list of organizational groups to talk about interest in the districts that has openings.

E. Youth Committee – Shanel

- The Youth Commission are having their Boot Camp, June 22-24, 1-4pm at Fort Monroe with a focus on role of youth and government.

Item #7

Review and approve draft agenda for July 13th Neighborhood Commission Meeting

Item #8

Other Business - Chair

- Looking at ways how the Neighborhood Commission and the Citizens' Unity Commission can partner.
- New RNO call the Do-Gooder of Hampton Roads will meet Tuesday, 6pm at Emmanuel Grace Baptist Church, 3301 Kecoughtan Rd. Please attend if you are available.
- Central United Methodist Church off Chapel Street put together No Kid Hungry Summer Lunch Program from June 22 - August 28, 11:30am-1:00pm. Volunteers are needed to help watch children and prepare lunch.

Item #9

Solicit Remarks for Chair Announcements

None

Next Meeting Date: July 27, 2015. Location TBD.

CAPI Committee

Meeting Results

June 17th, 2015 5p.m.

Present:

- **Peggy Todd-Chair**
- **David Duxbury**
- **Tony Reyes**

Absent:

- **Steve Edwards, Henry Mills, Patricia Parker**

Staff:

- **Marcie Spragan**
- **Jasmine Bryson**

I. Old Business

NONE

II. New Business

- a. Application from Newtown Improvement and Civic Club, Inc for Founders Day
 - 1.Marlette Layeni presented
 - 2.Approved pending Venders/Artist to Bazaar change. Donations Accepted. No fees.\$1300

Meeting Adjourned: 6p.m.

Next Meeting Date: July 15th, 2015

**Civic Communications Committee
Meeting Results
June 10, 2015- Cnty Conference Room- 5:00 PM**

Present:

**Barbara Franklin Chair - At-Large Commissioner
Pam Croom – District 2 Neighborhood Commissioner
Sandra Medina - District 4 Neighborhood Commissioner
Shanel Lewis - Neighborhood Development Associate**

Absent:

**Alice Callahan - District 6 Neighborhood Commission
Major Ron Davis – Hampton Police Department
Brandy Marteney - District 8 Neighborhood Commissioner**

I. Old Business

II. New Business

1. Hampton Neighborhood-Serving Organizations Facebook
 - Sandra Medina met with Marketing Inc. June 11, 2015 at 4pm to discuss site
 - Marketing Inc. stated that they do not need to be an administrator on site, recommended to have clear guidelines and rules of conduct
 - Closed Group
 - Administrators of site- Sandra Medina, Barbara Franklin, Shanel Lewis
 - Timeline- Aug. 1, 2015
2. Safety Fair – Aug. 1st, 2015
 - Role and responsibility for Civic Communications Committee is to promote, any additional is up to the individual, not the committee
 - Question – Will the Neighborhood Commission have a table set up to outreach? Barbara Franklin will take to Executive Committee to discuss
 - Barbara Franklin requests a Hampton Neighborhood Commission table cloth
3. Welcome bags for new and old Registered Neighborhood-Serving Organizations – deferred to July 8, 2015 meeting

III. Hampton Registered Neighborhood-Serving Organizations- Review

- Aberdeen PTA - Approved

- Ministers Coalition-Approved
- Magruder IV-Approved
- Hold on Beauty for Ashes – waiting for requesting more information

The meeting was adjourned at 5:58PM

The next meeting will be held at 5:00 PM on July 8, 2015 in the Canty Conference Room

Minutes

Neighborhood-School Partnerships

Neighborhood-Schools Partnership Committee

Community Development Conference Room

6/15/15

5:00 p.m.

- **Phoebus High Pilot – Richard Goll, Executive Director HRCCE**

- Hampton Roads Center for Civic Engagement Director briefed the committee re: HRCCE's on time graduation initiative, which grew out of the work of the WHRO American Graduate Project. The pilot project, proposed for Phoebus High, Norcom High (Portsmouth) and Lakeland High (Suffolk), will create community ownership of increasing on time graduation rates. It will be a two-year collaborative process and the PHS pilot will include stakeholders in Neighborhood Districts 6, 7 and 8. HRCCE will raise and manage the funds and provide some support to the initiative.
- How can we help? 1 – Committee members to review “why do this doc” and give feedback re: weaknesses and strengths directly to Rich Goll. 2 – Committee members to review list of potential participants and suggest additions. 3 – Say yes or no to idea. The committee was very supportive of this initiative and recommends a briefing for the entire commission in order to establish Neighborhood Commission engagement in the process.

- **New HCS Superintendent**

- Ann Bane will take NSP committee recommendation to invite Dr. Jeffery Smith to meet the commission at August or September meeting to the Executive Committee.

- **Hampton 201 – Ann and Darren**

- Darren shared that start date for the new series is July 23. Staff has taken the opportunity to enhance the offering to make it robust, helpful and provide participants with skills to go out and be effective leaders. Staff is developing goals/ outcomes for each session, scheduling venues, and securing speakers. Darren will send info to committee for input by end of week.

- **Hampton 101 - Gwen and Darren**

- Next session will be scheduled for October or November. LAFB School Liaison Officer and NSP member, Gwen Lee will meet with Darren Robinson later this week to discuss 101 for military.

- **OOST Symposium – Daryle and Darren**

- Daryle Rodgers shared the ongoing plans for the September Out of School Time Symposium to be presented by HCS and sponsored by the Neighborhood Commission. Daryle will attend the July Commission meeting and provide a report.
- Save the date for the event to be sent next week.

- **Summer letter - Ann**

- HCS graphics – Ann shared that, per the request of the committee, HCS Graphics will provide support in creating multiple designs for the back to school message to neighborhoods – letter, ad to be dropped in newsletters, etc.
- Monthly tips – The committee is requested to contemplate the creation of monthly tips for neighborhoods and to be prepared to have a discussion at the next meeting. Specifically, will the content simply reiterate certain messages contained in the back to school letter or offer additional messaging?

- **Next Meeting – July 20, 5:00 p.m.**

Nominating Committee

Meeting Results

June 8 – Canty Conference Room – 6:30

Present:

- Alice Callahan
- Pam Croom
- Steve Edwards
- Henry Mills

Absent:

- Barbara Franklin

Staff:

- Jasmine Bryson
- Jonathan McBride

I. Old Business

a. Recruitment for Districts 2, 3, 8, 9, and 10

▪ Ideas included:

- Recruiting Party
- Speakers Board – Attend Association/Civic Organization Meetings
 - RNSOs List
- Create Flyers
- Post Availability on Facebook
- Round Robin – Steve and Peggy speak on recruitment campaign
- Hampton City School Show – Steve and Peggy speak on recruitment campaign
- E-News
- Recreate Neighborhood Commission City Webpage – Explain what a Commissioner is and what the Commission entails.

- **Agreed new deadline for applications is Friday, July 10th.**

II. New Business

a. Rework Neighborhood District Interview Questions

- Create better questions to pose during the interview (See Amendment Draft)
- Each member ask a section of questions versus one question each during the interview

b. Edit District Neighborhood Commissioner Application

- **All the interview questions should be asked on the application.**
 - Change "List relevant (activities/committees/organization/offices/groups) you are or have been active in," to what organizations are active in your neighborhood?
 - Add what Neighborhood Leaders are you or have you partnered with?

c. Other Business

- **Check Bylaws and Update Next Meeting:**
 - Kathy Johnson, institutional representative, primary address is changing, but the location of her organization is still in Hampton.
 - Pam Croom's appointment designation to determine if she can finish up an existing term under a different District.
 - What is the timeframe a former Commissioner must wait until they can reapply?

Meeting Adjourned: 7:30pm

Meeting Schedule: Every 2nd and 4th Monday of the month (after the Neighborhood Commission and Executive Meetings) until all positions are filled.

Next Meeting Date: Monday, June 22, 2015 after Executive Meeting

Nominating Committee

Meeting Results

June 22 – 5th Floor CDD Conference Room – 6:30

Present:

- Alice Callahan
- Steve Edwards
- Henry Mills
- Barbara Franklin

Absent:

- Pam Croom

Staff:

- Jasmine Bryson

I. Old Business

a. Recruitment for Districts 2, 3, 8, 9, and 10

- Availability will be posted on Facebook
- Description of commissioner duties will be placed on the Neighborhood Commission City webpage

II. New Business

a. Review Interview Questions

- Have feedback to Jasmine by July 6th

b. Reviewed Policy and Procedure along with Neighborhood Commission Bylaws

- Feedback from committee members by next committee meeting July 13, 2015.

Meeting Adjourned: 7:30pm

Meeting Schedule: Every 2nd and 4th Monday of the month (after the Neighborhood Commission and Executive Meetings) until all positions are filled.

Next Meeting Date: Monday, July 13, 2015 after Neighborhood Commission Meeting